

**CORRECTIONS STANDARDS AUTHORITY**

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[www.cdcr.ca.gov/Divisions\\_Boards/CSA](http://www.cdcr.ca.gov/Divisions_Boards/CSA)



February 15, 2011

**To:** Sheriffs, Chiefs of Police and Law Enforcement Agency Commanders:

**Re:** Enclosed 2011 Survey of Law Enforcement Facilities

As you know, the Corrections Standards Authority (CSA) annually surveys each law enforcement facility to determine if it contains a lockup and whether it will be holding minors in secure or non secure detention (WIC § 210.2). The enclosed survey requests information relative to how your facility detains minors and assists the CSA in identifying its inspection responsibilities. Please complete the **2011 Survey of Law Enforcement Facilities** and return it to the CSA by **April 1, 2011**.

**Please note:** The 2011 Survey of Law Enforcement Facilities form has been streamlined and contains a request for additional information. Section II on the survey now requires the Sheriff or Chief of Police to certify, by checking the box, that the facility is in conformity with the regulations set forth in WIC § 210.2(a). This annual certification is required pursuant to WIC § 210.2(b).

If your facility holds minors in **SECURE DETENTION**, or in **NON SECURE DETENTION** in a building that contains a lockup<sup>1</sup>, you must submit the number and duration of all minors held in detention each month via the **Monthly Report on the Detention of Minors-2011**. **This form is due to the CSA by the 10<sup>th</sup> of each month; a separate report is required for each month.** Both state and federal statute require that delinquent minors be held no longer than six (6) hours. There are detailed instructions accompanying this form to assist you with completion.

If a facility contains a lockup, Type I or Temporary Holding Facility, and reports that it will hold minors in SECURE detention<sup>2</sup>, the CSA is required to monitor that facility for compliance with three of the four core requirements of the federal Juvenile Justice and Delinquency Prevention Act (JJDPA). Depending on the type of law enforcement facility, some must also meet the requirements of Welfare and Institutions Code (WIC) § 207.1 (d) (1) and applicable sections of Title 15 Minimum Standards pertaining to minors in detention.

If such a facility reports that it will hold minors in NON SECURE detention, they must meet the requirements of WIC 207.1 § (d) (2). *Please see the enclosed information regarding requirements of the JJDPA, WIC § 207.1(d) and Title 15.*

**Please distribute this survey to ALL substations under your jurisdiction, including storefront, mall, airport, stadium, theme park, or other locations.** The CSA is required to survey ALL law enforcement facilities. Your assistance in identifying any facilities under your jurisdiction is greatly appreciated.

This letter, technical assistance tools and related forms can be downloaded from the CSA website at: [http://www.cdcr.ca.gov/CSA/FSO/Minors\\_Lockups.html](http://www.cdcr.ca.gov/CSA/FSO/Minors_Lockups.html). Thank you for your continued support of this process. Should you or your staff have any questions regarding minors in detention, please contact Peg Symonik at (916) 323-9704 or [peg.symonik@cdcr.ca.gov](mailto:peg.symonik@cdcr.ca.gov).

Sincerely,

A handwritten signature in blue ink, appearing to read "Gary Wion".

Gary Wion, Deputy Director  
Facilities Standards and Operations Division

Enclosures

<sup>1</sup> A room or secure enclosure under the control of a sheriff or other peace officer that is primarily for the temporary confinement of adults upon arrest.

<sup>2</sup> According to the JJDPA, secure detention occurs when a minor is locked in a secure room, cell or enclosure and/or when a minor is secured to a stationary object.